

Program A: Administrative/Fiscal

Program Authorization: Louisiana Constitution of 1974, Article IV, Section 11; Title 36, Chapter 17 of the Louisiana Revised Statutes; Title 22 of the Louisiana Revised Statutes; Act 83 of 1977 (Reorganization Act); Act 477 of 1992 (Reorganization Act); and Act 850 of 1984 (Equal Opportunity in Insurance Act)

Program Description

The mission of the Administration/Fiscal Program is to provide through revenue, fiscal and human resource management, information technology, supplies and equipment, physical plant, etc. necessary support to those divisions charged with regulatory responsibilities, and to provide management oversight and regulatory coordination for the entire department.

The goals of the Administration/Fiscal Program are:

1. Protect the interests of consumers and the public in matters related to the business of insurance by enforcing existing laws fairly and consistently, and by proposing new laws as needed.
2. Enhance the efficiency and effectiveness of regulatory and consumer services activities by providing and maintaining a viable department infrastructure (management oversight, revenue, fiscal and human resource management, information technology, supplies and equipment, physical plant, etc.).
3. Improve the effectiveness of our efforts on behalf of insurance consumers whose interests we protect, and improve services to the producers and insurers we regulate by assisting the National Association of Insurance Commissioners (NAIC) in developing national regulatory standards that improve the sharing of information about producers and insurers among the states, minimize or eliminate duplication of work,

The Administration/Fiscal Program is organizationally composed of the Office of the Commissioner and Office of Management and Finance.

Office of the Commissioner - Administers and enforces the provision of Title 22 of the Louisiana Revised Statutes of 1950 as amended; monitors the effectiveness of the department's internal processes through internal audits; responds to requests for public information from the media and the public; promotes equal opportunity in insurance through assistance and education to members of minority groups wishing to participate in the insurance industry in the state as producers or through employment with insurers or related service companies.

Office of Management and Finance - Manages the department's revenue, human , and fiscal resources, information technology supplies, and equipment, physical plant, and provides administrative services to the entire department.

RESOURCE ALLOCATION FOR THE PROGRAM

	ACTUAL 2001-2002	ACT 13 2002-2003	EXISTING 2002-2003	CONTINUATION 2003-2004	RECOMMENDED 2003-2004	RECOMMENDED OVER/(UNDER) EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$0	\$0	\$0	\$0	\$0	\$0
STATE GENERAL FUND BY:						
Interagency Transfers	0	0	0	0	0	0
Fees & Self-gen. Revenues	3,567,097	5,986,818	5,986,818	4,852,437	5,374,164	(612,654)
Statutory Dedications	30,000	30,000	30,000	30,000	30,000	0
Interim Emergency Board	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0
TOTAL MEANS OF FINANCING	\$3,597,097	\$6,016,818	\$6,016,818	\$4,882,437	\$5,404,164	(\$612,654)
EXPENDITURES & REQUEST:						
Salaries	\$1,484,728	\$1,603,941	\$1,572,536	\$1,621,485	\$1,645,034	\$72,498
Other Compensation	173,501	192,225	191,710	191,710	191,710	0
Related Benefits	340,704	496,002	527,922	471,763	475,410	(52,512)
Total Operating Expenses	760,418	845,717	974,057	978,526	974,057	0
Professional Services	19,842	442,256	748,173	152,887	149,173	(599,000)
Total Other Charges	279,094	1,780,726	1,346,469	982,546	1,385,060	38,591
Total Acq. & Major Repairs	538,810	655,951	655,951	483,520	583,720	(72,231)
TOTAL EXPENDITURES AND REQUEST	\$3,597,097	\$6,016,818	\$6,016,818	\$4,882,437	\$5,404,164	(\$612,654)
AUTHORIZED FULL-TIME EQUIVALENTS: Classified	59	59	59	59	59	0
Unclassified	7	7	7	7	7	0
TOTAL	66	66	66	66	66	0

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SOURCE OF FUNDING

This program is funded from Fees and Self-generated Revenues and Statutory Dedications. Fees and Self-generated Revenue funds are derived from various fees and licenses authorized by R.S. 22:1078; auditing fees collected from insurance companies audited. The Statutory Dedications are from the Insurance Fraud Investigation Fund from assessments on various insurance policies written in Louisiana. (Per R.S. 39:36B. (8), see table below for a listing of expenditures out of each Statutorily Dedicated Fund).

	ACTUAL	ACT 13	EXISTING	CONTINUATION	RECOMMENDED	RECOMMENDED
	2001-2002	2002-2003	2002-2003	2003-2004	2003-2004	OVER/(UNDER)
						EXISTING
Administrative Fund	\$0	\$0	\$0	\$0	\$0	\$0
Insurance Fraud Investigation Fund	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$0

MAJOR FINANCIAL CHANGES

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
\$0	\$6,016,818	66	ACT 13 FISCAL YEAR 2002-2003
			BA-7 TRANSACTIONS:
			None
\$0	\$6,016,818	66	EXISTING OPERATING BUDGET - December 2, 2002
\$0	\$24,716	0	Annualization of FY 2002-2003 Classified State Employees Merit Increase
\$0	\$27,516	0	Classified State Employees Merit Increases for FY 2003-2004
\$0	\$44,201	0	Risk Management Adjustment
\$0	(\$655,951)	0	Non-Recurring Acquisitions & Major Repairs
\$0	\$937	0	Legislative Auditor Fees
\$0	(\$301,266)	0	Maintenance of State-Owned Buildings
\$0	\$133	0	UPS Fees
\$0	\$66,146	0	Salary Base Adjustment
\$0	(\$38,876)	0	Attrition Adjustment
\$0	\$60,162	0	Group Insurance
\$0	\$1,082	0	Civil Service Fees
\$0	(\$124,184)	0	Non-recur Office of Group Benefits premium adjustment
\$0	(\$626,094)	0	Non-recur moving expenses to the Julian Poydras Building
\$0	\$4,506	0	Civil Service Training Series adjustment
\$0	\$483,520	0	Replacement acquisitions and major repairs including one replacement vehicle.
\$0	\$100,200	0	Expansion of information technology scanning services
\$0	\$13,140	0	Statewide E-mail System fees - Office of Computer Services
\$0	\$41,040	0	Annualization of Office of Telecommunications Management dataport charges for the Poydras Building
\$0	\$60,900	0	Annualization of Office of Telecommunications Management fees for Data Dial Tone Service
\$0	\$205,518	0	Capitol Park Security
\$0	\$5,404,164	66	TOTAL RECOMMENDED

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MAJOR FINANCIAL CHANGES

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
\$0	\$0	0	LESS GOVERNOR'S SUPPLEMENTARY RECOMMENDATIONS
\$0	\$5,404,164	66	BASE EXECUTIVE BUDGET FISCAL YEAR 2003-2004
			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE:
\$0	\$0	0	None
\$0	\$0	0	TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE
\$0	\$5,404,164	66	GRAND TOTAL RECOMMENDED

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PROFESSIONAL SERVICES

\$149,173	Professional Service Contracts that provide services for accounting and auditing, legal consultation, and management consulting.
\$0	

\$149,173	TOTAL PROFESSIONAL SERVICES
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OTHER CHARGES

\$158,598 Aid to local government - Bail Bond fees

\$158,598 SUB-TOTAL OTHER CHARGES

Interagency Transfers:

\$91,100 Legislative auditor fees

\$20,067 Civil Service fees

\$1,181 CPTP training

\$8,715 UPS fees

\$11,194 Treasury Banking fees

\$251,297 Capitol Security - Public Safety Services

\$404,922 Maintenance of State-owned Buildings

\$298,463 Office of Telecommunications Management Fees

\$153,477 Office of Risk Management Fees

\$13,140 Funding for Statewide E-mail System Charges - Office of Computer Services

(\$27,094) Non-Recurring moving expenses to Julian Poydras Building

\$1,226,462 SUB-TOTAL INTERAGENCY TRANSFERS

\$1,385,060 TOTAL OTHER CHARGES

ACQUISITIONS AND MAJOR REPAIRS

\$483,720	Replacement of personal computers, laptop, printers, serves, power vault storage units, and one replacement vehicle.
\$100,000	Expansion of information technology scanning services
\$583,720	TOTAL ACQUISITIONS AND MAJOR REPAIRS